

MINUTES

Pentwater Township Board

Pentwater Community Hall

327 S. Hancock Street, Pentwater, MI 49449

Regular Meeting – June 13, 2018

Call to Order: Supervisor Smith called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

Members Present: Mr. Smith, Ms. Johnson, Mr. Flynn and Mr. Ruggles.

Members Absent: Ms. Siska

Others Present: Paul Smith, Pentwater Fire Chief; Jonathan Hughart, EMS employee; Dean Gustafson, County Commissioner and Village Recording Secretary Ms. Siok.

Review & Action: Meeting Agenda – The agenda was unanimously approved as prepared.

Review & Action: Minutes of Regular Meeting of May 9, 2018 – The Minutes of the Regular Meeting of May 9, 2018 were unanimously approved as submitted.

Public Comments on Agenda Items: None.

Public Notice – Village of Pentwater Planning Commission Public Hearing for Special Land Use Approval: Mr. Smith said this was information purposes.

Correspondence - Letter of Resignation from Martha Hicks, Township Assessor

Moved by Mr. Smith and seconded by Mr. Flynn to accept the letter of resignation from Martha Hicks, Township Assessor. Voice vote. Motion carried.

Discussion followed regarding successor for Township Assessor position to be posted and extra days worked for Township Assessor Deputy, Andrew Clark.

Moved by Ms. Johnson and seconded by Mr. Smith to pay Andrew Clark for working 1 extra day per week retroactive to April 1, 2018 with the amount to be determined by Clerk and Supervisor by July meeting. Roll call vote: Ms. Johnson, yes; Mr. Smith, yes; Mr. Flynn, yes; Mr. Ruggles, yes. Absent: Ms. Siska. Motion carried.

Moved by Mr. Ruggles to advertise for Pentwater Township Assessor to work 3 days a week, salary to be negotiated per standards with a preferred certification level 3, seconded by Mr. Smith. Roll call vote: Mr. Ruggles, yes; Mr. Smith, yes; Ms. Johnson, yes; Mr. Flynn, yes. Absent: Ms. Siska. Motion carried.

Clerk's Report - Ms. Johnson's report was received and placed on file.

Treasurer's Report - Ms. Siska's report was received and placed on file.

Staff Reports

- a. Zoning Administrator** – Mr. Edwards's report was received and placed on file.
- b. Assessor's Report** – Ms. Hick's report was received and placed on file.
- c. Cemetery Sexton** – Mr. Bailey's report was received and placed on file.
- d. Transfer Station Attendant** – The report was received and placed on file.

Committee/Department Reports

- a. Planning Commission** – No report.
- b. Fire Department** – Chief Smith read his report, which was received and placed on file.
- c. Library Board** – Report was received and placed on file.
- d. Pentwater Lake Improvement Board (PLIB)** – PLIB will meet June 18, 2018.
- e. Recreation Committee** – The report was received and placed on file.

Review & Action: Payment of Bills

a. Township – *Moved by Ms. Johnson and seconded by Mr. Smith to approve the Township bills in the amount of **\$60,440.90** which represents prepaids of \$54,522.28 and To Be Paid in the amount of 5,918.62 for the period May 10, 2018 – June 13, 2018, as submitted. Roll call vote: Johnson, yes; Smith, yes; Flynn, yes; and Ruggles, yes. Absent: Ms. Siska. Motion carried.*

b. Cemetery – *Moved by Mr. Flynn and seconded by Ms. Johnson to approve the Cemetery bills in the amount of **\$6,275.38** which represents prepaids of \$3,633.47 and To Be Paid of \$2,641.91 for the period May 10, 2018 – June 13, 2018 as submitted. Roll call vote: Flynn, yes; Johnson, yes; Ruggles, yes; and Smith, yes. Absent: Ms. Siska. Motion carried.*

c. Fire Department – *Moved by Mr. Smith and seconded by Mr. Flynn to approve the Fire Department bills in the amount of **\$120,352.50** which represents prepaids of \$46,128.18 and To Be Paid of \$74,224.32 for the period May 10, 2018 – June 13, 2018 as submitted. Roll call vote: Smith, yes; Flynn, yes; Johnson, yes; and Ruggles, yes. Absent: Ms. Siska. Motion carried.*

Old Business

a. Review & Action – Consideration of Resolution No. 18-14, Food and Beverage Policy:

Moved by Ms. Johnson and seconded by Mr. Flynn to adopt Resolution No. 18-14, Food and Beverage Policy.

Roll call vote: Ms. Johnson, yes; Mr. Flynn, yes; Mr. Smith, yes; and Mr. Ruggles, yes. Absent: Ms. Siska. Motion carried.

New Business

Review & Action- consideration of Amendment to Pentwater Township Cemetery

Moved by Ms. Johnson and seconded by Mr. Smith to amend Section V of Ordinance No. 14-1, Cemetery Ordinance as follows:

Change title from "Section V: Grave Openings and Charges" to "Section V: Grave/Columbarium Openings and Charges"

Add Section C. Opening and Closing of any Columbarium will be for Inurnment purposes only.

Roll call vote: Johnson, yes; Smith, yes; Ruggles, yes; and Flynn, yes. Absent: Ms. Siska. Motion carried

Public Comments – Jonathan Hughart referred to options being explored by the Board of Commissioners regarding Life EMS and Oceana County EMS. He asked for support from the community to keep Oceana County EMS.

District 1 Oceana County Commissioner Dean Gustafson stated that the EMS Director resigned in December and at present, EMT supervisors are acting as managers or supervisors until the contract with Life EMS expires.

Other Items from Members: None

Adjournment – *Moved by Mr. Ruggles and support by Mr. Flynn to adjourn the meeting at 8:05 PM. Voice vote. Motion carried.*

Next Meeting: The next Regular Meeting will be held July 11, 2018 at 7:00 PM.

Respectfully submitted,

Sue Ann Johnson

Date

Minutes Prepared by Barbara Siok
Recording Secretary